



**January 5, 2024**

**TO:** Non-profit Public Service Agencies in Leavenworth, KS  
**FROM:** City of Leavenworth, Community Development Department  
Julie McKeel, Community Development Coordinator

**SUBJECT: 2024-25 Program Year (7-1-24 to 6-30-25)**  
**Community Development Block Grant Application Process**  
**RENT OR UTILITY REIMBURSEMENT PROGRAM**

As determined by the Community Development Advisory Board, Community Development Block Grant (CDBG) non-profit public service agency funds are to be used for agency location rent or utility reimbursement of the agency, itself. Attached is the application packet for qualified agencies in Leavenworth City. Questions may be directed to 913-680-2628 or [julie.mckeel@firstcity.org](mailto:julie.mckeel@firstcity.org).

HUD regulations allow up to 15% of annual CDBG entitlement funds to be allocated to qualified non-profit public service agencies. Last year, the 2023-24 program year awarded \$51,013 to 5 agencies, in total. Projection for the 2024-25 program year will be \$51,000. Following HUD's announcement of the City's official FY2024 entitlement grant, proposed agency budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts, unless otherwise voted upon by the Community Development Advisory Board (CDAB).

Please ensure that your agency qualifies under the guidelines and that you are able to meet all program participation requirements before applying. Due to increased competition for CDBG funding, CDAB has established that agencies whose primary funding priorities are housing/homelessness, health/mental health services, or substance abuse will be preferred.

The City Commission is expected to act on the CDAB recommendation following HUD's announcement of the City's FY2024 allocation and proposed budgets in the Annual Action Plan, which will be adjusted by staff and submitted to HUD.

Agencies wanting to apply for rent or utility reimbursement for the 2024 CDBG Program Year must complete and return the application materials and required attachments. **Incomplete applications will not be reviewed.** Attachments need to be labeled to the corresponding section. **Applicants are expected to attend the CDAB meeting on March 11<sup>th</sup>.** (see attached)

Submit a **hard copy** of the application to the Community Development Coordinator at City Hall, 100 N 5<sup>th</sup> St. **on or before 3:00 p.m., February 9, 2024.** **Late applications will not be accepted.** See the attached page for public hearings and CDAB meetings.

**CDAB will hold a public hearing on Monday, February 12, 2024 at 4:15pm** to receive public testimony regarding unmet community needs for low/moderate income citizens of Leavenworth City and public input for the CDBG 2024-25 Annual Action Plan, abiding by the Citizen Participation Plan. This hearing will be located at Leavenworth City Hall, 100 N 5<sup>th</sup> St, in the Commissioner Chambers.

**CDAB will hold a meeting on Monday, March 11<sup>th</sup>, 2024 at 4:15pm to discuss and vote on agency funding requests.** This meeting will be located at Leavenworth City Hall, 100 N 5<sup>th</sup> St, in the Commissioner Chambers. **Any agency applying for funds is expected to attend this meeting to present their request and answer CDAB questions. CDAB Members will have reviewed the applications before this meeting.** Please remember that your agency may serve individuals beyond Leavenworth City citizens, however, CDBG funds are the City's entitlement funds from HUD and must be accounted for with use to Leavenworth City citizens. Focusing your time to speak with CDAB should be directly related to what your agency does for the City's citizens. Please keep this information in mind when completing the application, as well.

**CDAB will hold a public hearing on Monday, April 8, 2024 at 4:15pm** to receive public comment regarding the CDBG 2024-25 Annual Action Plan that will be posted and available to the public for a minimum of 30 days before the hearing, abiding by the Citizen Participation Plan. This hearing will be located at Leavenworth City Hall, 100 N 5<sup>th</sup> St, in the Commissioner Chambers.

# 2024-25 Program Year

(7-1-24 to 6-30-25)

## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

### RENT & UTILITY REIMBURSEMENT APPLICATION FOR NON-PROFIT PUBLIC SERVICE AGENCIES

Submit a **hard copy** of the application to Community Development at City Hall, 100 N 5<sup>th</sup> St. **on or before 3:00 p.m., February 9, 2024.**

Agency Name: \_\_\_\_\_

Full Address of Agency Location: \_\_\_\_\_

(Must be inside the corporate bounds of the city of Leavenworth, KS)

Contact Person of this Application & their Title: \_\_\_\_\_

Telephone & Email of Contact Person: \_\_\_\_\_

UEI (Active Registration required.) \_\_\_\_\_ UEI expiration date? \_\_\_\_\_

Will your requests be for reimbursement of rent or utilities of the agency? \_\_\_\_\_

Amount Requesting for 2024-25 CDBG Program Year \$ \_\_\_\_\_

What percentage of your overall budget does this requested amount represent? \_\_\_\_\_ %

How many Leavenworth City Citizens does the agency expect to serve during the 2024-25 Program Year?  
(7-1-24 to 6-30-25) \_\_\_\_\_

\*Please refer to the current HUD Income Limit guideline, [https://www.huduser.gov/portal/datasets/il.html#2023\\_faq](https://www.huduser.gov/portal/datasets/il.html#2023_faq)  
(See the last page of this application for the current HUD Income Limit Guideline)

What percentage of your clients are **\*extremely low** income according to HUD guidelines? \_\_\_\_\_ %

What percentage of your clients are **\*very low** income according to HUD guidelines? \_\_\_\_\_ %

What percentage of your clients are **\*low** (moderate) income according to HUD guidelines? \_\_\_\_\_ %

The Community Development Advisory Board has identified three major priorities for funding. Please indicate if your organization works in any one of these areas as the primary thrust of your work:

\_\_\_\_ housing/homelessness    \_\_\_\_ health/ mental health services    \_\_\_\_ substance abuse

## **Reporting**

Funded agencies must agree to submit *Statistical Data Sheets* of individuals they serve. This *Statistical Data Sheet* will document demographics, income levels, overnight shelter count if applicable, and ONLY Leavenworth City Citizens. These Statistical Data Sheets are due in the City's Community Development Office quarterly by the 10th of October, January, April, & July. Is the agency willing and able to submit *Statistical Data Sheets* for Leavenworth City Citizen clients served and fiscally responsible for reporting funds received? \_\_\_\_\_yes \_\_\_\_\_no

Will the agency be able to accommodate to adjusting the statistical information gathered upon request? *For example, HUD Income Limits will likely be adjusted in Spring of 2024.* \_\_\_\_\_yes \_\_\_\_\_no

## **Financial Management**

If awarded funds, all CDBG funding must be able to be traced and identified within the agency's financial records, referencing **§ 200.302 (b) (1) Financial Management**. Does your agency have a procedure in place? (This is required.) \_\_\_\_\_yes \_\_\_\_\_no

**Agencies shall submit all of the following items. Attachments should be labeled to correspond with the section the attachment is being provided for. An incomplete application will not be considered. All documents must be legible and able to be photo copied.**

1. Narrative: Program Summary and Personnel & Affirmative Action Letter
2. Line Item Budget
3. Insurance/Bond/Worker's Compensation documentation
4. State and Federal Tax Exemption Determination Letters & UEI verification
5. Most recent audit
6. Conflict of Interest Statement
7. Drug Free Workplace Certification
8. Non-Discrimination form
9. Authorization for Application Submittal
10. Certification for Contracts, Grants, Loans and Cooperative Agreements
11. Sub Grantee Assurances

### **1. Narrative**

*If you have printed material that addresses each of these items, feel free to attach and/or supplement it accordingly to address all of these narrative requirements. Please label the attachments to correspond with the individual section the attachment is being provided for.*

#### **A. Program Summary**

- i. Briefly describe the program(s) to be supported by CDBG funding. The narrative should include the need or problem to be addressed in relation to the **2022-26 CDBG Consolidated Plan** on file at the Community Development Office or the City's website, <https://www.leavenworthks.org/cd/page/community-development-block-grant-emergency-solutions-grant> .
- ii. Describe the population to be served or the area to benefit. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives, method of approach, and the implementation schedule.

- iii. Include the length of time the agency has been in operation, the date of incorporation, the purpose of the agency, and the type of corporation. Describe the agency's capabilities, the number and characteristics of clients served, and license to operate (if appropriate).
- iv. Describe all other sources of funding sought and/or secured during the 2024-25 grant year (7-1-24 to 6-30-25). Clearly describe the **impact and leveraging** of these funds.
- v. Attach a copy of the agency's policy for **duplication of benefits**. (This is required.)
- vi. Describe all other agencies that provide similar services in the City of Leavenworth. Detail how your agency need is not currently being met through other community programs. How will your agency make the low and moderate income population aware of your services? Clearly state how this project coordinates with other agencies and avoids duplication of services.

**B. Personnel & Affirmative Action Letter**

Attach a copy of your organization chart. Briefly describe the agency's existing staff positions and qualifications. State whether or not the agency has a personnel policy manual with an affirmative action plan and grievance procedure. You must have a current affirmative action statement on file with the City Manager's Office prior to submitting this application. Email Arianne Burgoon at [aburgoon@firstcity.org](mailto:aburgoon@firstcity.org) to obtain the form or verify that your agency has a current certificate on file. **Attach a copy of the letter from the City Manager's office.**

**2. Budget**

Provide your line item budget estimating operating budget(s) for the grant period (July 1, 2024 to June 30, 2025). Indicate how the amount that you are requesting will be capable of being expended by the end of the end of the grant year.

**3. Insurance/Bond/Worker's Compensation**

State whether or not the agency has liability insurance coverage, in what amount, and with what insuring agency. State whether or not the agency pays all payroll taxes and worker's compensation as required by Federal and State law. State whether or not the agency has fidelity bond coverage for principal staff who handle the agency's accounts, in what amount, and with what insuring agency. Attach copies of insurance/bond/worker's compensation.

**4. Nonprofit Determination**

- A. Nonprofit organizations must submit tax-exemption determination letters from the Federal Internal Revenue Service and local or state sales and property tax exempt certificates.
- B. Provide a screen shot or certification from sam.gov with the agency's active registration Unique Entity Identifier (UEI) and expiration.

**5. Audit**

All agencies will submit their financial statement or audit for the prior year. If the agency expends \$750,000 or more in a year in federal awards, an audit is required to be submitted. In accordance with the Office of Management and Budget, the City can only request your most recently completed audit. All agencies must grant access to their financial records upon request by the City, whether or not they are required to submit an audit.

**6. Conflict of Interest Statement**

I certify that no paid staff or member of the Board of Directors associated with

\_\_\_\_\_  
(agency name)

- a.) will personally gain or economically benefit from decisions made.
- b.) presently serves on the Leavenworth City Commission or the Community Development Advisory Board.
- c.) will use agency resources to lobby State or Federal legislators.

In addition, *all* paid staff or members of the Board *will* publicly declare all conflicts and/or refrain from voting on matters which could be perceived as a violation of this conflict of interest statement and *will* follow established personnel procedures for hiring paid staff and refrain from filling such positions through nepotism or patronage.

\_\_\_\_\_  
Printed Name of President or  
Chairman of the Board with title

\_\_\_\_\_  
Signature of President or  
Chairman of the Board

\_\_\_\_\_  
Date

**7. CERTIFICATION OF DRUG-FREE WORKPLACE REQUIREMENTS**

Name of Agency: \_\_\_\_\_

Grant Program Name: **Community Development Block Grant 2024-25 Program Year**

Date of Grant: **July 1, 2024 to June 30, 2025**

The agency shall insert in the space provided below the site(s) expected to be used for the performance of work under the grant covered by the certification:

Place of Performance (include street address, city, county, state, zip code for each site):

\_\_\_\_\_

This agency has:

- a) notified its volunteers and employees that the unlawful manufacture, distribution, possession or use of a controlled substance is prohibited and violation of this policy is grounds for dismissal.
- b) established an on-going drug-free awareness program.
- c) established an employee assistance program to assist with rehabilitation of persons with a substance abuse history. Such notices and policies are available upon request to any interested party.

\_\_\_\_\_  
Printed Name of President or  
Chairman of the Board with title

\_\_\_\_\_  
Signature of President or  
Chairman of the Board

\_\_\_\_\_  
Date

**8. CERTIFICATION OF NON-DISCRIMINATION BY SUBRECIPIENTS**

Name of Agency: \_\_\_\_\_

It is the employment policy and practice of this agency to recruit and to hire employees without discrimination because of race, sex, color, creed, religion, age, physical handicap, national origin or ancestry, and to treat all employees equally with respect to compensation; opportunities for advancement; including upgrading, promoting and transfer; and all other terms and conditions of employment.

This agency agrees not to discriminate against any individual now under our employ and also agrees not to discriminate against any individual applying for employment with this agency because or account of race, sex, color, creed, religion, age, physical handicap, national origin or ancestry; as required under the provisions of Section 5 of Resolution No. 8-321 of the City of Leavenworth, Kansas.

This agency further certifies and promises that it will include a similar provision in all sub-contracts under its contract with the City of Leavenworth. We certify that each subcontractor under our contract shall be required to certify that they agree not to discriminate against any employee or applicant for employment because of race, sex, color, creed, religion, physical handicap, age, national origin, or ancestry.

\_\_\_\_\_  
Printed Name of President or  
Chairman of the Board with title

\_\_\_\_\_  
Signature of President or  
Chairman of the Board

\_\_\_\_\_  
Date



**9. AUTHORIZATION FOR APPLICATION SUBMITTAL**

Name of Agency: \_\_\_\_\_

I certify that by action of the Board of Directors \_\_\_\_\_ was duly  
*(printed name of agency employee that submits  
the application)*

authorized on \_\_\_\_\_ , to submit this application to the City of Leavenworth for  
(date)

Community Development Block Grant funds for the program year of 2024-25.

\_\_\_\_\_  
Printed Name of President or  
Chairman of the Board with title

\_\_\_\_\_  
Signature of President or  
Chairman of the Board

\_\_\_\_\_  
Date

**10. CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS**

Name of Agency: \_\_\_\_\_

The undersigned certifies, to the best of his or her knowledge and belief, that:

- A.** No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- B.** If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C.** The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Printed Name of President or  
Chairman of the Board with title

\_\_\_\_\_  
Signature of President or  
Chairman of the Board

\_\_\_\_\_  
Date

## 11. SUB GRANTEE ASSURANCES

(Agency) \_\_\_\_\_, in consideration of the foregoing grant agreement from the Community Development Department, City of Leavenworth, Kansas, hereafter agrees as is now or may become applicable, to abide by all of the following:

**FEDERAL LAWS AND REGULATIONS APPLICABLE TO THE ADMINISTRATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM** as specifically addressed in the following circulars, codes, handbooks and public law, but not limited to.

**A. Affirmatively Furthering Fair Housing** (24 CFR Part 570, Subpart K, 570.601)

The Subrecipient shall comply with Public Law 88-352 and Public Law 90-284 and Executive Order 111063, as amended by Executive Order 12259.

**B. Nondiscrimination** (24 CFR Part 570, Subpart K, 570.602)

The Subrecipient shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, as amended, Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, and any other applicable federal, state or local law, rule or regulation governing nondiscrimination.

**C. Labor Standards** (24 CFR Part 570, Subpart K, 570.603)

The Subrecipient shall comply with Section 110(a) of Title I of the Housing and Community Development Act of 1974, as amended, which requires that all laborers and mechanics employed by contractors or subcontractors on construction work, that is valued in excess of \$2,000, assisted under this Subrecipient Agreement shall be paid wages at rates not less than those prevailing on similar construction in the locality as determined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 USC 276a to 276a-5) and shall receive overtime compensation in accordance with and subject to the provisions of the Contract Work Hours and Safety Standards Act (40 USC 327-332), and the contractors and subcontractors shall comply with all regulations issued pursuant to these Acts and with other applicable federal laws and regulations pertaining to labor standards. Residential rehabilitation in structures with less than eight (8) units is exempted from these labor standards.

**D. Flood Disaster Program** (24 CFR Part 570, Subpart K, 570.605)

The Subrecipient shall comply with Section 202(a) of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4106) and the regulations in 44 CFR parts 59 through 79. Any contract or agreement for the sale, lease, or other transfer of land acquired, cleared or improved with Assistance provided under this Subrecipient Agreement shall contain, if such land is located in an area identified by the Secretary as having special flood hazards and in which the sale of flood insurance has been made available under the National Flood Insurance Act of 1968, as amended, 42 USC 4001 et seq., provisions obligating the transferee and its successors or assigns to obtain and maintain, during the ownership of such land, such flood insurance as required with respect to financial assistance for acquisition or construction purposes under the Flood Disaster Protection Act of 1973. Such provisions shall be required notwithstanding the fact that the construction on such land is not itself funded with Assistance provided under this Subrecipient Agreement.

**E. Displacement, Relocation, Acquisition, and Replacement of Housing** (24 CFR Part 570, Subpart K, 570.606)

The Subrecipient shall comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1990, as amended:

The Subrecipient agrees for the duration of this Subrecipient Agreement to:

1. Ensure that owners of real property acquired for federal and federally assisted projects are treated fairly and consistently; encourage and expedite acquisition by agreements with such owners; minimize litigation and relieve congestion in the courts; and promote public confidence in federal and federally-assisted land acquisition programs; and
2. Comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real

Property Acquisition Policy Act of 1990 ("the Act"), as required under Section 570.606(a) (Title I of the Housing and Community Development Act of 1974, as amended) and federal implementing regulations; the requirements of Section 570.606(b) governing the residential antidisplacement and relocation assistance plan under Section 104(d) of the Act (including a certification that such a plan is being followed; the relocation requirements of Section 570.606(c) governing displacement subject to Section 104(K) of the Act; and the relocation requirements of Section 570.606(d) governing optional relocation assistance under Section 105(a)(11) of the Act.

**F. Equal Employment** *(24 CFR Part 570, Subpart K, 570.607)*

The Subrecipient shall comply with Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086 and 12107, Equal Employment Opportunity.

During the performance of this Subrecipient Agreement, the Subrecipient agrees as follows:

1. The Subrecipient shall not discriminate against any employee because of race, color, religion, sex, age, or national origin. The Subrecipient shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, or national origin, handicap or familial status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
2. The Subrecipient shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Subrecipient shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, handicap or familial status.
3. The Subrecipient shall incorporate foregoing requirements in all contracts that are deemed necessary to carry out Project activities.
4. The Subrecipient agrees that it will assist and cooperate actively with the Secretary of Labor and the City in obtaining the compliance of contractors and subcontractors with the above equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the Secretary in the discharge of its primary responsibility for securing compliance.

**G. Contracting Opportunities** *(24 CFR Part 570, Subpart K, 570.607)*

The Subrecipient shall comply with requirements of Section 3, of the Housing and Urban Development Act of 1968 (12 USC 1701U), as amended, the HUD regulations issued pursuant thereto at 24 CFR Part 135, and any applicable rules and orders of HUD issued thereunder. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the Project be awarded to business concerns which are located in, or owned in substantial part, by persons residing in the area of the Project.

The Subrecipient shall cause or require to be inserted in full in all contracts and subcontracts for work financed in whole or in part with Assistance provided under this Subrecipient Agreement, the Section 3 clause set forth in 24 CFR 135.

**H. Lead-Based Paint** *(24 CFR Part 570, Subpart K, 570.608)*

In the construction or rehabilitation of residential structures with Assistance provided under this Subrecipient Agreement the Subrecipient will comply with the Lead-Based Paint Regulations issued pursuant to the Lead-Based Paint Poisoning Prevention Act (42 USC 4832, et seq.) and the Lead Safe Housing Rule (24 CFR 35).

**I. Use of Debarred, Suspended or Ineligible Contractors or Subrecipients** *(24 CFR Part 570, Subpart K, 570.609)*

The Subrecipient agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated

eligibility for, Government contract and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of equal opportunity clause as may be imposed upon contractors and subcontractors by the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order.

**J. Uniform Administrative Requirements and Cost Principles** (24 CFR Part 570, Subpart K, 570.610)

The Subrecipient shall comply with the policies, guidelines, and requirements of 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards", as set forth at 24 FR 570.502.

**K. Conflict of Interest** (24 CFR Part 570, Subpart K, 570.611)

1. Interest of Certain Federal Officials. No member of or Delegate to the Congress of the United States, and no Resident Commissioner, shall be admitted to any share or part of this Subrecipient Agreement or to any benefit to arise from the same.
2. Interest of Officers, Employees or Agents of Subrecipient, Members of Local Governing Body, or other Public Officials. No officer, employee or agent of the Subrecipient, or its designee, no officer, employee or agent of the City who exercises any functions or responsibilities with respect to the Program during his or her tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the Project assisted under this Subrecipient Agreement. The Subrecipient shall incorporate, or cause to be incorporated, in all such contracts or subcontracts a provision prohibiting such interest pursuant to the purposes of this section.
3. Prohibition Against Payments of Bonus or Commission. The Assistance provided under this Subrecipient Agreement shall not be used in the payment of any bonus or commission for the purpose of obtaining HUD approval of the application for such Assistance, or HUD approval of applications for additional Assistance, or any approval or concurrence of HUD required under this Subrecipient Agreement, Title I of the Housing and Community Development Act of 1974, as amended, or HUD regulations with respect thereto; provided, however, that reasonable fees or bonafide technical, consultant, managerial or other services, other than actual solicitation, are not hereby prohibited if otherwise eligible as program costs.

**L. Executive Order 12372** (24 CFR Part 570, Subpart K, 570.612)

Executive Order 12372, Intergovernmental Review of Federal Programs, applies to a CDBG funded activity only where the Subrecipient proposes to use funds for the planning or construction (reconstruction or installation) of water or sewer facilities. Such facilities include storm sewers as well as all sanitary sewers, but do not include water and sewer lines connecting a structure to the lines in the public right-of-way or easement.

**M. Eligibility Restrictions for Certain Resident Aliens** (24 CFR Part 570, Subpart K, 570.613)

Certain newly legalized aliens, as described in 24 CFR Part 49, are not eligible to apply for benefits under covered activities. Covered activities mean either:

1. Activities that have income eligibility requirements limiting the benefits exclusively to low- and moderate-income persons; or
2. Activities that are targeted geographically or otherwise to primarily benefit low- and moderate-income persons (excluding activities serving the public at-large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.

**N. Architectural Barriers Act and the Americans with Disabilities Act** (24 CFR Part 570, Subpart K, 570.614)

The Subrecipient shall comply with the Architectural Barriers Act of 1968 and shall comply with the Uniform Federal Accessibility Standards (Appendix A to 24 CFR Part 40) for residential structures, and Appendix A to 41 CFR Part 101-19, subpart 101-19.6.

The Subrecipient shall comply with the Americans with Disabilities Act which provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, State and local government services, and telecommunications.

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Printed Name of President or  
Chairman of the Board with title

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Signature of President or  
Chairman of the Board

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Date



# FY 2023 INCOME LIMITS DOCUMENTATION SYSTEM

[HUD.gov](#) [HUD User Home](#) [Data Sets](#) [Fair Market Rents](#) [Section 8 Income Limits](#) [MTSP Income Limits](#) [HUD LIHTC Database](#)

## FY 2023 Income Limits Summary

FY 2023 Income Limit Area	Median Family Income <a href="#">Click for More Detail</a>	FY 2023 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
<b>Kansas City, MO-KS HUD Metro FMR Area</b>	\$104,600	Very Low (50%) Income Limits (\$) <a href="#">Click for More Detail</a>	35,900	41,000	46,150	<b>51,250</b>	55,350	59,450	63,550	67,650
		Extremely Low Income Limits (\$)* <a href="#">Click for More Detail</a>	21,550	24,600	27,700	<b>30,750</b>	35,140	40,280	45,420	50,560
		Low (80%) Income Limits (\$) <a href="#">Click for More Detail</a>	57,400	65,600	73,800	<b>82,000</b>	88,600	95,150	101,700	108,250

NOTE: **Leavenworth County** is part of the **Kansas City, MO-KS HUD Metro FMR Area**, so all information presented here applies to all of the Kansas City, MO-KS HUD Metro FMR Area. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the Kansas City, MO-KS HUD Metro FMR Area.

The **Kansas City, MO-KS HUD Metro FMR Area** contains the following areas: Johnson County, KS; Leavenworth County, KS; Linn County, KS; Miami County, KS; Wyandotte County, KS; Caldwell County, MO; Cass County, MO; Clay County, MO; Clinton County, MO; Jackson County, MO; Lafayette County, MO; Platte County, MO; and Ray County, MO.